

### Auditing Procedures Report

Issued under P.A. 2 of 1968, as amended and P.A. 71 of 1919, as amended.

Local Unit of Government Type <input type="checkbox"/> County <input type="checkbox"/> City <input checked="" type="checkbox"/> Twp <input type="checkbox"/> Village <input type="checkbox"/> Other		Local Unit Name PARK TOWNSHIP	County ST. JOSEPH
Fiscal Year End 6-30-04	Opinion Date 6-1-05	Date Audit Report Submitted to State 9-12-06	

We affirm that:

We are certified public accountants licensed to practice in Michigan.


We further affirm the following material, "no" responses have been disclosed in the financial statements, including the notes, or in the Management Letter (report of comments and recommendations).

**Check each applicable box below.** (See instructions for further detail.)

1. ☒ ☐ All required component units/funds/agencies of the local unit are included in the financial statements and/or disclosed in the reporting entity notes to the financial statements as necessary.
2. ☒ ☐ There are no accumulated deficits in one or more of this unit's unreserved fund balances/unrestricted net assets (P.A. 275 of 1980) or the local unit has not exceeded its budget for expenditures.
3. ☒ ☐ The local unit is in compliance with the Uniform Chart of Accounts issued by the Department of Treasury.
4. ☒ ☐ The local unit has adopted a budget for all required funds.
5. ☒ ☐ A public hearing on the budget was held in accordance with State statute.
6. ☒ ☐ The local unit has not violated the Municipal Finance Act, an order issued under the Emergency Municipal Loan Act, or other guidance as issued by the Local Audit and Finance Division.
7. ☒ ☐ The local unit has not been delinquent in distributing tax revenues that were collected for another taxing unit.
8. ☒ ☐ The local unit only holds deposits/investments that comply with statutory requirements.
9. ☒ ☐ The local unit has no illegal or unauthorized expenditures that came to our attention as defined in the *Bulletin for Audits of Local Units of Government in Michigan*, as revised (see Appendix H of Bulletin).
10. ☒ ☐ There are no indications of defalcation, fraud or embezzlement, which came to our attention during the course of our audit that have not been previously communicated to the Local Audit and Finance Division (LAFD). If there is such activity that has not been communicated, please submit a separate report under separate cover.
11. ☒ ☐ The local unit is free of repeated comments from previous years.
12. ☒ ☐ The audit opinion is UNQUALIFIED.
13. ☒ ☐ The local unit has complied with GASB 34 or GASB 34 as modified by MCGAA Statement #7 and other generally accepted accounting principles (GAAP).
14. ☒ ☐ The board or council approves all invoices prior to payment as required by charter or statute.
15. ☒ ☐ To our knowledge, bank reconciliations that were reviewed were performed timely.

If a local unit of government (authorities and commissions included) is operating within the boundaries of the audited entity and is not included in this or any other audit report, nor do they obtain a stand-alone audit, please enclose the name(s), address(es), and a description(s) of the authority and/or commission.

I, the undersigned, certify that this statement is complete and accurate in all respects.

<b>We have enclosed the following:</b>	Enclosed	Not Required (enter a brief justification)		
Financial Statements	<input checked="" type="checkbox"/>			
The letter of Comments and Recommendations	<input checked="" type="checkbox"/>			
Other (Describe) NONE	<input type="checkbox"/>			
Certified Public Accountant (Firm Name) FOOTE AND LLOYD, C.P.A.s		Telephone Number (269) 962-7518		
Street Address TWO WEST MICHIGAN, SUITE 210		City BATTLE CREEK	State MI	Zip 49017
Authorizing/CPA Signature 		Printed Name CHARLES W. FOOTE		License Number 1101007397

**PARK TOWNSHIP  
ST. JOSEPH COUNTY, MICHIGAN**

**REPORT OF AUDIT  
AS OF  
JUNE 30, 2004**

**FOOTE and LLOYD  
CERTIFIED PUBLIC ACCOUNTANTS  
BATTLE CREEK, MICHIGAN**

**PARK TOWNSHIP  
ST. JOSEPH COUNTY  
MICHIGAN**

Population - 2,699 (2000)

**OFFICIARY**

Richard Ohlin	Supervisor
Ronald Carpenter	Clerk
Cindy Fenwick	Treasurer
Pat Henderson	Trustee
Lee Fassett	Trustee

## PARK TOWNSHIP

---

### Contents

<b>Independent Auditor's Report</b>	1-2
<b>Management's Discussion and Analysis</b>	3-4
<b>Basic Financial Statements</b>	
Government-Wide Financial Statements:	
Statement of Net Assets	5
Statement of Activities	6
Fund Financial Statements:	
Balance Sheet - Governmental Funds	7
Statement of Revenue, Expenditures and Changes in Fund Balance - Governmental Funds	8
Notes to Financial Statements	9-16
<b>Required Supplemental Information</b>	
Budgetary Comparison Schedule - General Fund	17
Budgetary Comparison Schedule - Fire/Ambulance Fund	18
Budgetary Comparison Schedule - Street Lights Fund	19
<b>Other Supplemental Information</b>	
General Fund:	
Balance Sheet	20
Statement of Revenues, Expenditures & Changes in Fund Balance - Budget & Actual	21
Detailed Schedule of Expenditures - General Fund	22-24
Fire/Ambulance Fund:	
Balance Sheet	25
Statement of Revenues, Expenditures & Changes in Fund Balance - Budget & Actual	26

## **PARK TOWNSHIP**

---

### **Contents** (Continued)

Street Light Fund:	
Balance Sheet	27
Statement of Revenues, Expenditures & Changes in Fund Balance - Budget & Actual	28
Statement of Changes in Assets & Liabilities Agency Fund - Tax Collection Fund	29
Summary of Tax Collections & Remittances - Tax Collection Fund	30-31
<b>Letter of Comment and Recommendation</b>	32

# Foote and Lloyd

CERTIFIED PUBLIC ACCOUNTANTS  
TWO WEST MICHIGAN, SUITE 210  
BATTLE CREEK, MI 49017

—  
TELEPHONE (269) 962-7518  
FAX (269) 962-7510

CHARLES W. FOOTE

\*DONALD L. LLOYD

GLEN C. SAUER

MEMBERS:

AMERICAN INSTITUTE OF  
CERTIFIED PUBLIC ACCOUNTANTS

-----  
MICHIGAN ASSOCIATION  
CERTIFIED PUBLIC ACCOUNTANTS

-----  
\*FLORIDA INSTITUTE OF  
CERTIFIED PUBLIC ACCOUNTANTS

## INDEPENDENT AUDITOR'S REPORT

Park Township  
St. Joseph County, Michigan

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Park Township, St. Joseph County, Michigan, as of and for the year ended June 30, 2004, which collectively comprise the Township's basic financial statements as listed in the table of contents. These financial statements are the responsibility of Park Township's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Park Township as of June 30, 2004, and the respective changes in financial position and cash flows, where applicable, thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

As described in Note 1, the township has implemented a new financial reporting model, as required by the provisions of GASB Statement No. 34, *Basic Financial Statements--and Management's Discussion and Analysis--for State and Local Governments*, as amended and interpreted, as of June 30, 2004.

The management's discussion and analysis and budgetary comparison information on pages 3 through 4 and 17 through 19, are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Park Township's basic financial statements. The additional information found on pages 26 through 31 are not a required part of the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

*Foote and Lloyd*

CERTIFIED PUBLIC ACCOUNTANTS

Battle Creek, Michigan  
June 1, 2005

**PARK TOWNSHIP**  
**Management's Discussion and Analysis**

**Using this Annual Report**

This annual report consists of a series of financial statements. The Statement of Net Assets and the Statement of Activities provide information about the activities of the Township as a whole and present a longer-term view of the Township's finances. Fund financial statements tell how these services were financed in the short-term, as well as what remains for future spending. Fund financial statements also report the Township's operations in more detail than the government-wide financial statements.

**The Township as a Whole**

In a condensed format, the table below shows net assets as of fiscal year-end:

	Governmental Activities 6-30-04	6-30-03 (None Available)
Current Assets	842,736	
Noncurrent Assets	<u>12,009</u>	
Total Assets	854,745	
Due to Other Governmental Unit	108	
Other Liabilities	<u>16,360</u>	
Total Liabilities	16,468	
Net Assets		
Invested in Capital Assets - Net of Debt	12,009	
Restricted	400	
Unrestricted	<u>825,868</u>	
Total Net Assets	<u>838,277</u>	

A comparative analysis will be provided in future years when prior year information is available.

The following table shows the changes of the net assets:

	Governmental Activities 6-30-04	6-30-03 (None Available)
Program Revenues		
Charges for Services	1,955	
General Revenues		
Property Taxes	86,078	
State-Shared Revenues	190,545	
Unrestricted Investment Earnings	4,417	
Miscellaneous	46,773	
Transfers	<u>-</u>	
Total Revenues	327,813	

**PARK TOWNSHIP**  
**Management's Discussion and Analysis**  
**Page 2**

	Governmental Activities 6-30-04	6-30-03 (None Available)
Program Expenses		
General Government	187,981	
Public Safety	108,347	
Public Works	18,473	
Health and Welfare	9,323	
Cultural and Recreation	<u>7,457</u>	
Total Expenses	<u>331,581</u>	
Change in Net Assets	<u>(3,768)</u>	

A comparative analysis will be provided in future years when prior year information is available.

The financial position has remained and has not materially changed during the year.

There were no material changes during the year in the tax base.

There were no significant economic events during the year.

There was no major change in the total fund balances of the funds.

The Fire and Ambulance Fund balance is restricted for fire and ambulance services.

Budget amendments made during the fiscal year were as follows:

Budget Amendments 2003-2004 Expenses	Budget From	Budget To	Change
Miscellaneous Expense	2,500	6,000	3,500
Supervisor Office Supply	1,000	2,500	1,500
Audit Fees	2,500	2,550	50
Clerk Expenses	500	600	100
Treasurer Office Supply	1,000	2,500	1,500
Treasurer Postage	1,500	4,000	2,500
Employer Pension Fund	14,000	15,000	1,000
Contingency Fund	50,000	39,850	(10,150)

There was no significant capital asset activity and there is no debt.

There is no reason to believe there will be a significant change next year.

**PARK TOWNSHIP**  
**GOVERNMENT-WIDE STATEMENT OF NET ASSETS**  
**JUNE 30, 2004**

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
<b>Assets</b>			
Cash and Cash Equivalents	811,350	-	811,350
Receivables (Net)	31,386	-	31,386
Prepaid Expenses	-	-	-
Capital Assets-Net	<u>12,009</u>	<u>-</u>	<u>12,009</u>
Total Assets	854,745	-	854,745
<b>Liabilities</b>			
Accounts Payable	16,360	-	16,360
Due to Other Governmental Unit			
Current Portion	108	-	108
Noncurrent Portion	<u>-</u>	<u>-</u>	<u>-</u>
Total Liabilities	16,468	-	16,468
<b>Net Assets</b>			
Invested in Capital Assets			
Net of Related Debt	12,009	-	12,009
Restricted	400	-	400
Unrestricted	<u>825,868</u>	<u>-</u>	<u>825,868</u>
Total Net Assets	<u>838,277</u>	<u>-</u>	<u>838,277</u>

The Notes to Financial Statements are an integral part of this statement.

**PARK TOWNSHIP**  
**GOVERNMENT-WIDE STATEMENT OF ACTIVITIES**  
**FISCAL YEAR ENDED JUNE 30, 2004**

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Assets		
		Charges for	Operating	Capital	Primary Government		
		Services	Grants and	Grants and	Governmental	Business-Type	Total
			Contributions	Contributions	Activities	Activities	
<b>Primary Government</b>							
General Government	187,981	4,893	-	-	(183,088)	-	(183,088)
Public Safety	108,347	-	-	-	(108,347)	-	(108,347)
Public Works	18,473	-	-	-	(18,473)	-	(18,473)
Health and Welfare	9,323	-	-	-	(9,323)	-	(9,323)
Cultural and Recreation	<u>7,457</u>	-	-	-	<u>(7,457)</u>	-	<u>(7,457)</u>
Total Governmental Activities	331,581	4,893	-	-	(326,688)	-	(326,688)
Business Type-Activities							
None	-	-	-	-	-	-	-
Total Primary Government	<u>331,581</u>	<u>4,893</u>	<u>-</u>	<u>-</u>	(326,688)	-	(326,688)
<b>General Revenues</b>							
Property Taxes					86,078	-	86,078
Administration & Collection Fees					33,660	-	33,660
State-Shared Revenues					190,545	-	190,545
Unrestricted Investment Earnings					4,417	-	4,417
Miscellaneous					8,220	-	8,220
Transfers					-	-	-
Total General Revenues--Special Items and Transfers					<u>322,920</u>	-	<u>289,260</u>
Change in Net Assets					(3,768)	-	(3,768)
Net Assets - Beginning					<u>842,045</u>	-	<u>842,045</u>
Net Assets - Ending					<u>838,277</u>	-	<u>838,277</u>

The Notes to Financial Statements are an integral part of this statement.

**PARK TOWNSHIP  
GOVERNMENTAL FUND BALANCE SHEET  
JUNE 30, 2004**

	<u>General Fund</u>	<u>Fire/ Ambulance Fund</u>	<u>Street Light Fund</u>	<u>Total Governmental Funds</u>
<b>Assets</b>				
Cash and Cash Equivalents	592,613	215,739	2,998	811,350
Receivables - Net	<u>31,386</u>	<u>-</u>	<u>-</u>	<u>31,386</u>
Total Assets	623,999	215,739	2,998	842,736
<b>Liabilities</b>				
Accounts Payable	<u>12,968</u>	<u>3,500</u>	<u>-</u>	<u>16,468</u>
Total Liabilities	12,968	3,500	-	16,468
<b>Fund Balances</b>				
Reserved for Cemetery	400	-	-	400
Unreserved	<u>610,631</u>	<u>212,239</u>	<u>2,998</u>	<u>825,868</u>
Total Fund Balances	<u>611,031</u>	<u>212,239</u>	<u>2,998</u>	<u>826,268</u>

Amounts reported for governmental activities in the statement of net assets are different because:

*Capital assets used in governmental activities are not financial resources and are not reported in the funds.	<u>12,009</u>
--	---------------

Net Assets of Governmental Activities	<u>838,277</u>
---------------------------------------	----------------

The Notes to Financial Statements are an integral part of this statement.

**PARK TOWNSHIP**  
**GOVERNMENTAL FUND STATEMENT OF REVENUE,**  
**EXPENDITURES AND CHANGES IN FUND BALANCE**  
**FISCAL YEAR ENDED JUNE 30, 2004**

	General Fund	Fire/ Ambulance Fund	Street Lights Fund	Total Governmental Funds
<b>Revenues</b>				
Taxes and Penalties	82,858	-	3,220	86,078
Administration & Collection Fees	33,660			33,660
State-Shared Revenues				
Sales Tax	190,545	-	-	190,545
Charges for Services	4,893	-	-	4,893
Interest	4,060	346	11	4,417
Other Revenue	<u>8,220</u>	<u>-</u>	<u>-</u>	<u>8,220</u>
Total Revenues	324,236	346	3,231	327,813
<b>Expenditures</b>				
Current				
General Government	192,798	-	-	192,798
Public Safety	6,147	102,200	-	108,347
Public Works	15,442	-	3,031	18,473
Health and Welfare	-	9,323	-	9,323
Culture and Recreation	<u>7,457</u>	<u>-</u>	<u>-</u>	<u>7,457</u>
Total Expenditures	221,844	111,523	3,031	336,398
<b>Excess of Revenues Over (Under)</b>				
<b>Expenditures</b>	102,392	(111,177)	200	(8,585)
<b>Other Financing Sources (Uses)</b>	-	-	-	-
Transfers In	-	-	-	-
Transfers (Out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess of Revenue and Other Sources Over (Under)				
Expenditures and Other Uses	102,392	(111,177)	200	(8,585)
Fund Balance - Beginning of Year	<u>561,024</u>	<u>270,609</u>	<u>2,820</u>	<u>834,453</u>
Fund Balance - End of Year	<u><u>663,416</u></u>	<u><u>159,432</u></u>	<u><u>3,020</u></u>	825,868

Amounts reported for governmental activities in the statement of activities are different because:

\*Governmental funds report capital outlays as expenditures; in the statement of activities these costs are allocated over their estimated useful lives as depreciation. 4,817

**Change in Net Assets of Governmental Activities** (3,768)

The Notes to Financial Statements are an integral part of this statement.

**PARK TOWNSHIP**  
**Notes to Financial Statements**  
**June 30, 2004**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accounting policies of the local Governmental Unit conform to accounting principles generally accepted in the United States of America (GAAP) as applicable to governmental units. The following is a summary of the significant accounting policies used by the Local Governmental Unit:

**A. Reporting Entity**

Park Township was organized in 1834 and covers an area of 36 square miles. The Township operates under an elected board of five members and provides services to its almost 2,700 residents in many areas including road maintenance and fire protection. In accordance with the pronouncements of Governmental Accounting Standards Board, certain other governmental organizations are not considered to be part of the Township entity for financial reporting purposes. The criteria established by GASB for determining the various governmental organizations to be included in the reporting entity's financial statements include oversight responsibility, scope of public service and special financing relationships. On this basis, the financial statements of certain other governmental organizations listed below are not included in the financial statements of the Township. Education services are provided to citizens through several local school districts which are separate governmental entities. Fire protection is provided by the Lockport, Fabias and Park Fire Association. Charges are made to members for their share of expenditures. The accompanying financial statements present the government as audited.

**B. Government-Wide and Fund Financial Statements**

The government-wide financial statements (i.e., the statement of net assets and the statement of changes in net assets) report information on all of the nonfiduciary activities of the primary government and its component units. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include: (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenue.

Separate financial statements are provided for governmental funds, and any proprietary funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

**C. Measurement Focus, Basis of Accounting and Financial Statement Presentation**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund and fiduciary fund financial statements. Revenue is recorded when earned and expenses are recorded when a liability is incurred regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

**PARK TOWNSHIP**  
**Notes to Financial Statements**  
**June 30, 2004**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as soon as it is both measurable and available. Revenue is considered to be available if it is collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, expenditures relating to compensated absences, and claims and judgments are recorded only when payment is due.

The Township property tax is levied on each December 1<sup>st</sup> on the taxable valuation of property (as defined by State statutes) located in the Township as of the preceding December 31<sup>st</sup>.

Although the Township ad valorem tax is levied and collectible on December 1, it is the Township's policy to recognize revenue from the current tax levy in the subsequent year OR the current year when the proceeds of this levy are budgeted and made "available" for the financing of operations. "Available" means collected within the current period or expected to be collected soon enough thereafter to be used to pay liabilities of the current period (60 days).

The 2003 taxable valuation of the Township totaled \$80,659,613, on which ad valorem taxes levied consisted of .9624 mills for the Township operating purposes, and 0.00 mills for fire and ambulance services. These amounts are recognized in the respective financial statements as taxes receivables--current or as tax revenue.

All other revenue items are considered to be available only when cash is received by the government.

The government reports the following major governmental funds:

The General Fund is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

There are also two Special Revenue Funds named Fire Voted and Ambulance Voted which primarily collect and distribute tax revenues for the fire and ambulance activities,

**D. Assets, Liabilities, and Net Assets or Equity**

Bank Deposits and Investments – Cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with a maturity of three months or less when acquired. Investments are stated at fair value.

Receivables and Payables – In general, outstanding balances between funds are reported as "due to/from other funds." Activity between funds that is representative of lending/borrowing arrangements outstanding at the end of the fiscal year is referred to as "advances to/from other funds." Any residual balances outstanding between the governmental activities and any business-type activities are reported in the government-wide financial statements as "internal balances."

**PARK TOWNSHIP**  
**Notes to Financial Statements**  
**June 30, 2004**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

All trade and property tax receivables are shown as net of allowance for uncollectible amounts. Properties are assessed as of December 31. Summer school taxes are levied July 1 and payable by September 15. All other property taxes are levied December 1 and payable by February 14. Taxes are considered delinquent on March 1<sup>st</sup> of the following year, at which time penalties and interest are assessed and they are added to the county tax rolls.

Inventories and Prepaid Items – Inventories are valued at cost, on a first-in, first-out basis. Inventories of governmental funds are recorded as expenditures when consumed rather than when purchased. Certain payments to vendors reflect costs applicable to future fiscal years and are recorded as prepaid items in both government-wide and fund financial statements.

Capital Assets – Capital assets, which include property, plant and equipment, are reported in the applicable governmental or business-type activities column in the government-wide financial statements. Capital assets are defined by the government as assets with an initial individual cost of more than \$2,500 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimates historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

Interest incurred during the construction of capital assets of business-type activities is included as part of the capitalized value of the assets constructed. During the current year, no interest expense was capitalized as part of the cost of assets under construction.

Property, plant and equipment is depreciated using the straight-line method over the following useful lives:

Buildings	20 to 50 years
Mowers	2 to 10 years

Fund Equity - In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

**NOTE 2 - RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS**

The differences between the government-wide and fund financial statements are reconciled as shown at the bottom of the fund financial statements.

**NOTE 3 - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

Budgetary Information - Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental funds. All annual appropriations lapse at fiscal year end.

**PARK TOWNSHIP**  
**Notes to Financial Statements**  
**June 30, 2004**

**NOTE 3 - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY (Continued)**

In the body of the financial statements, the Township's actual expenditures and budgeted expenditures for the budgetary funds have been shown on a line item basis. The approved budgets of the Township for these budgetary funds were adopted to the line item level.

During the year ended June 30, 2004, the Township incurred expenditures in no budgetary funds which were in excess of the amounts appropriated.

**NOTE 4 - DEPOSITS AND INVESTMENTS**

Deposits in banks are carried at cost and certificates of deposit are carried at cost plus accrued interest.

Act 217, PA 1982, authorizes the local governmental unit to make deposits and invest in the accounts of federally insured banks, credit unions, and savings and loan associations which have an office in Michigan. The local unit is allowed to invest in bonds, securities and other direct obligations of the United States or any agency or instrumentality of the United States; United States government or federal agency obligations; repurchase agreements; bankers' acceptance of United States banks; commercial paper rated within the two highest classifications which mature not more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions which are rated as investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan.

The Local Governmental Unit Board has designated two banks for the deposit of Local Unit funds. The investment policy adopted by the board in accordance with Public Act 196 of 1997 has authorized investment in bonds and securities of the United States government and bank accounts and CDs, but not the remainder of State statutory authority as listed above.

The Local Governmental Unit's deposits and investment policy are in accordance with statutory authority.

At year-end, the Local Unit's deposits and investments were reported in the basic financial statements in the following categories:

	<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Fiduciary Funds</u>	<u>Total Primary Government</u>
Cash and Cash				
Equivalents	811,350	-	-	811,350
Investments -	-	-	-	
Restricted Assets	-	-	-	-
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
Total	<u>811,350</u>	<u>-</u>	<u>-</u>	<u>811,350</u>

**PARK TOWNSHIP**  
**Notes to Financial Statements**  
**June 30, 2004**

**NOTE 4 - DEPOSITS AND INVESTMENTS (Continued)**

The breakdown between deposits and investments is as follows:

	<u>Primary Government</u>
Bank Deposits (checking and savings accounts, certificates of deposit)	811,350
Investments in Securities, Mutual Funds and Similar Vehicles	-
Petty Cash and Cash on Hand	<u>-</u>
Total	<u>811,350</u>

The bank balance of the primary government's deposits is \$811,350, of which \$321,129 is covered by federal depository insurance and \$0 is collateralized.

Investments are categorized into these three categories of credit risk:

1. Insured or registered, or securities held by the Local Government Unit or its agent in the government's name;
2. Uninsured and unregistered, with securities held by the counterparty's trust department or agent in the government's name; and
3. Uninsured and unregistered, with securities held by the counterparty or by its trust department or agent but not in the Local Governmental Unit's name.

All investments are in category one.

**NOTE 5 - RECEIVABLES**

Receivables as of year-end for the government's individual major and nonmajor funds, and the internal service and fiduciary funds in the aggregate, including the applicable allowances for uncollectible accounts, are as follows:

	<u>General Fund</u>	<u>Fire/ Ambulance Fund</u>	<u>Street Lights Fund</u>	<u>Total</u>
Taxes Receivable	<u>31,386</u>	<u>-</u>	<u>-</u>	<u>31,386</u>
Gross Receivables	31,386	-	-	31,386
Less: Allowance for Uncollectibles	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Receivables	<u>31,386</u>	<u>-</u>	<u>-</u>	<u>31,386</u>

**PARK TOWNSHIP**  
**Notes to Financial Statements**  
**June 30, 2004**

**NOTE 5 – RECEIVABLES (Continued)**

Governmental funds report deferred revenue in connection with receivables for revenue that are not considered to be available to liquidate liabilities of the current period. Governmental funds also defer revenue recognition in connection with resources that have been received but not yet earned. At the end of the current fiscal year, the various components of deferred revenue are as follows:

	<u>Unavailable</u>	<u>Unearned</u>
Delinquent Property Taxes	_____ -	_____ -
Total	===== -	===== -

**NOTE 6 - CAPITAL ASSETS**

Capital asset activity of the primary government for the current year was as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
<b>Governmental Activities</b>				
Capital Assets Not Being Depreciated				
Land	1,600	-	-	1,600
Construction in Progress	_____ -	_____ -	_____ -	_____ -
Subtotal	1,600	-	-	1,600
Capital Assets Being Depreciated				
Buildings	23,500	-	-	23,500
Improvements Other Than Buildings	-	-	-	-
Machinery and Equipment	9,417	-	-	9,417
Infrastructure	_____ -	_____ -	_____ -	_____ -
Subtotal	32,917	-	-	32,917
Less: Accumulated Depreciate for				
Buildings	15,100	400	-	15,500
Improvements Other Than Buildings	-	-	-	-
Machinery and Equipment	2,300	4,708	-	7,008
Infrastructure	_____ -	_____ -	_____ -	_____ -
Subtotal	17,400	5,108	-	22,508
Net Capital Assets Being Depreciated	15,517	(5,108)	-	10,409
Governmental Activities Capital Total				
Capital Assets – Net of Depreciation	17,117	(5,108)	-	12,009

**PARK TOWNSHIP**  
**Notes to Financial Statements**  
**June 30, 2004**

**NOTE 6 - CAPITAL ASSETS (Continued)**

Depreciation expense was charged to programs of the primary government as follows:

Governmental Activities	
Unallocated	<u>5,108</u>
Total Governmental Activities	<u><u>5,108</u></u>

**NOTE 7 - DESIGNATED NET ASSETS**

The \$400 is designated for cemetery upkeep and held by the County.

**NOTE 8 - RISK MANAGEMENT**

The Township's insurance for Workers' Compensation, General Liability and Property Loss and Fleet insurance is carried by an insurance company. The Township is not self-insured other than for minimal deductibles. No known material claims are outstanding. Insurance coverage is substantially the same as in previous years.

**NOTE 9 - EMPLOYEE RETIREMENT AND BENEFIT SYSTEMS**

The Township has a defined contribution pension plan for the elected officials. Contributions for the past three years are:

6-30-02	\$11,835
6-30-03	11,293
6-30-04	15,221

**NOTE 10- EMPLOYEE RETIREMENT AND BENEFIT SYSTEMS**

A defined contribution pension plan provides pension benefits in return for services rendered, provides an individual account for each participant and specifies how contributions to the individual's account are to be determined instead of specifying the amounts of benefits the individual is to receive. Under a defined contribution pension plan, the benefits a participant will receive depend solely on the amount contributed to the participant's account and the returns earned on investments of those contributions.

The plan held no securities of the Township or other related parties during the year or as of the close of the fiscal year.

**PARK TOWNSHIP**  
**Notes to Financial Statements**  
**June 30, 2004**

**NOTE 11 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Use of Estimates:

The preparation of financial statements in conformity with generally accepted accounting principles in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual amounts could differ from those estimates.

## **REQUIRED SUPPLEMENTAL INFORMATION**

**PARK TOWNSHIP  
BUDGETARY COMPARISON SCHEDULE  
GENERAL FUND  
FISCAL YEAR ENDED JUNE 30, 2004**

	<u>Original Budget</u>	<u>Amended Budget</u>	<u>Actual</u>	Variance with Amended Budget Favorable (Unfavorable)
Beginning of Year Fund Balance				
Resources (Inflows)	561,024	561,024	561,024	-
Property Taxes	77,859	77,859	82,858	4,999
State-Shared Revenues	212,692	212,692	190,545	(22,147)
Interest	12,385	12,385	4,060	(8,325)
Charges for Services & Sales	2,600	2,600	4,893	2,293
Other	<u>50,322</u>	<u>50,322</u>	<u>41,880</u>	<u>(8,442)</u>
Amounts Available for Appropriation	916,882	916,882	885,260	(31,622)
Charges to Appropriations (Outflows)				
General Government				
Township Board	15,800	19,300	18,174	1,126
Board of Review	1,200	1,200	911	289
Supervisor	18,852	20,352	19,298	1,054
Treasurer	23,532	27,532	26,210	1,322
Assessing	32,400	32,400	21,155	11,245
Clerk	21,132	21,232	20,154	1,078
Elections	6,500	6,500	395	6,105
Cemetery	46,000	46,000	23,332	22,668
Buildings and Grounds	45,500	45,500	9,259	36,241
Other	147,550	138,450	58,809	79,641
Public Safety				
Fire	-	-	-	-
Health and Welfare				
EMS	-	-	-	-
Public Works				
Street Maintenance	60,000	60,000	15,442	44,558
Sanitation	7,000	7,000	1,248	5,752
Recreation and Culture				
Library	<u>7,500</u>	<u>7,500</u>	<u>7,457</u>	<u>43</u>
Total Charges to Appropriations	<u>432,966</u>	<u>432,966</u>	<u>221,844</u>	<u>211,122</u>
Budgetary Fund Balance - End of Year	<u>483,916</u>	<u>483,916</u>	<u>663,416</u>	<u>179,500</u>

The Notes to Financial Statements are an integral part of this statement.

**PARK TOWNSHIP  
BUDGETARY COMPARISON SCHEDULE  
FIRE/AMBULANCE FUND  
FISCAL YEAR ENDED JUNE 30, 2004**

	<u>Original Budget</u>	<u>Amended Budget</u>	<u>Actual</u>	Variance with Amended Budget Favorable (Unfavorable)
Beginning of Year Fund Balance				
Resources (Inflows)	270,609	270,609	270,609	-
Charges for Services	2,500	2,500	-	(2,500)
Interest	<u>8,246</u>	<u>8,246</u>	<u>346</u>	<u>(7,900)</u>
Amounts Available for Appropriation	281,355	281,355	270,955	(10,400)
Charges to Appropriations (Outflows)				
Public Safety				
Fire	100,000	100,000	102,200	(2,200)
Health and Welfare				
Ambulance	<u>10,000</u>	<u>10,000</u>	<u>9,323</u>	<u>677</u>
Total Charges to Appropriations	<u>110,000</u>	<u>110,000</u>	<u>111,523</u>	<u>(1,523)</u>
Budgetary Fund Balance - End of Year	<u>171,355</u>	<u>171,355</u>	<u>159,432</u>	<u>(11,923)</u>

The Notes to Financial Statements are an integral part of this statement.

**PARK TOWNSHIP  
BUDGETARY COMPARISON SCHEDULE  
STREET LIGHTS FUND  
FISCAL YEAR ENDED JUNE 30, 2004**

	<u>Original Budget</u>	<u>Amended Budget</u>	<u>Actual</u>	Variance with Amended Budget Favorable (Unfavorable)
Beginning of Year Fund Balance				
Resources (Inflows)	2,820	2,820	2,820	-
Property Taxes	3,218	3,218	3,220	2
Interest	<u>24</u>	<u>24</u>	<u>11</u>	<u>(13)</u>
Amounts Available for Appropriation	6,062	6,062	6,051	(11)
Charges to Appropriations (Outflows)				
Public Works				
Street Lights	<u>3,150</u>	<u>3,150</u>	<u>3,031</u>	<u>119</u>
Total Charges to Appropriations	<u>3,150</u>	<u>3,150</u>	<u>3,031</u>	<u>119</u>
Budgetary Fund Balance - End of Year	<u>2,912</u>	<u>2,912</u>	<u>3,020</u>	<u>108</u>

The Notes to Financial Statements are an integral part of this statement.

## **OTHER SUPPLEMENTAL INFORMATION**

**PARK TOWNSHIP  
BALANCE SHEET  
GENERAL FUND  
JUNE 30, 2004**

ASSETS

Cash	592,613	
Due From State	31,386	
Due from Other Funds	<u>59,128</u>	
 TOTAL ASSETS		 683,127

LIABILITIES & FUND EQUITY

Liabilities		
Accounts Payable	12,860	
Due to Other Funds	<u>6,451</u>	
Total Liabilities		19,311
 Fund Balance		
Designated - Cemetery	400	
Undesignated	<u>663,416</u>	
Total Fund Balance		<u>663,816</u>
 TOTAL LIABILITIES & FUND EQUITY		 <u>683,127</u>

The Notes to Financial Statements are an integral part of these statements.

**PARK TOWNSHIP  
STATEMENT OF REVENUES, EXPENDITURES &  
CHANGES IN FUND BALANCE - BUDGET & ACTUAL  
GENERAL FUND  
FOR THE FISCAL YEAR ENDED JUNE 30, 2004**

	Budget	Actual	Variance Favorable (Unfavorable)
<b>REVENUES</b>			
2003 Tax Roll	77,859	82,858	4,999
Administration & Collection Fees	-	32,922	32,922
Intergovernmental - State	212,692	190,545	(22,147)
Charges for Services & Sales	2,600	4,893	2,293
Interest	12,385	4,060	(8,325)
Other	<u>50,322</u>	<u>8,958</u>	<u>(41,364)</u>
Total Revenues	355,858	324,236	(31,622)
<b>EXPENDITURES</b>			
General Government			
Township Board	19,300	18,174	1,126
Supervisor	20,352	19,298	1,054
Elections	6,500	395	6,105
Clerk	21,232	20,154	1,078
Treasurer	27,532	26,210	1,322
Township Hall	20,500	8,714	11,786
Board of Review	1,200	911	289
Building Department	25,000	545	24,455
Cemetery	46,000	23,332	22,668
Other	148,800	75,065	73,735
Public Safety:			
Planning & Zoning	29,050	6,147	22,903
Public Works:			
Roads	60,000	15,442	44,558
Cultural & Recreational			
Library	<u>7,500</u>	<u>7,457</u>	<u>43</u>
Total Expenditures	<u>432,966</u>	<u>221,844</u>	<u>211,122</u>
<b>EXCESS OF REVENUES OVER (UNDER) EXPENDITURES</b>	(77,108)	102,392	179,500
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfer (To) From Other Funds	<u>-</u>	<u>-</u>	<u>-</u>
<b>EXCESS OF REVENUES OVER (UNDER) EXPENDITURES &amp; TRANSFERS (TO) FROM OTHER FUNDS</b>	(77,108)	102,392	179,500
<b>FUND BALANCE - Beginning of Year</b>	<u>561,024</u>	<u>561,024</u>	<u>-</u>
<b>FUND BALANCE - End of Year</b>	<u>483,916</u>	<u>663,416</u>	<u>179,500</u>

The Notes to Financial Statements are an integral part of these statements.

**PARK TOWNSHIP  
DETAILED SCHEDULE OF GENERAL FUND EXPENDITURES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2004**

	Budget	Actual	Variance Favorable (Unfavorable)
<u>GENERAL GOVERNMENT</u>			
Township Board			
Trustee Salary & Meetings	-	6,927	-
Advertising	-	1,314	-
Miscellaneous	-	9,933	-
	19,300	18,174	1,126
Township Supervisor			
Salaries	-	15,852	-
Supervisor Expense & Mileage	-	3,446	-
	20,352	19,298	1,054
Elections			
Wages & Clerical Asst.	-	131	-
Supplies	-	264	-
	6,500	395	6,105
Clerk			
Salaries	-	19,032	-
Office Supplies & Expense	-	1,122	-
	21,232	20,154	1,078
Treasurer			
Salaries	-	20,536	-
Office Supplies & Expense	-	2,496	-
Postage	-	3,178	-
	27,532	26,210	1,322
Township Hall			
Utilities	-	2,687	-
Telephone	-	1,281	-
Maintenance	-	4,746	-
	20,500	8,714	11,786
Board of Review			
Salaries	-	911	-
Expenses	-	-	-
	1,200	911	289

The Notes to Financial Statements are an integral part of these statements.

**DETAILED SCHEDULE OF  
GENERAL FUND EXPENDITURES  
Page - 2-**

	Budget	Actual	Variance Favorable (Unfavorable)
<u>GENERAL GOVERNMENT - Continued</u>			
Building Department			
Building Department Official Wages	25,000	545	24,455
Cemetery			
Sexton	-	9,094	-
Equipment & Supplies	-	9,421	-
Capital Outlay	-	4,817	-
	<u>46,000</u>	<u>23,332</u>	<u>22,668</u>
Other General Government			
Audit	2,550	2,550	-
Assessor Fees	17,400	15,950	1,450
Reassessment Fees	15,000	5,205	9,795
Attorney Fees	30,000	15,390	14,610
Employer Social Security	6,500	5,975	525
Insurance	12,000	10,599	1,401
Employer Pension Fund	15,000	15,221	(221)
Liquor Inspections	1,000	768	232
Landfill	7,000	1,248	5,752
Economic Development	2,500	2,159	341
Other	<u>39,850</u>	<u>-</u>	<u>39,850</u>
	<u>148,800</u>	<u>75,065</u>	<u>73,735</u>
<u>PUBLIC SAFETY</u>			
Planning Commission			
Wages	5,000	1,750	3,250
Zoning Expense & Mileage	2,500	217	2,283
Consultant	10,000	-	10,000
Chamber of Commerce	<u>550</u>	<u>-</u>	<u>550</u>
	<u>18,050</u>	<u>1,967</u>	<u>16,083</u>
Zoning Board			
Zoning Board of Appeal	11,000	4,180	6,820

The Notes to Financial Statements are an integral part of these statements.

**DETAILED SCHEDULE OF  
GENERAL FUND EXPENDITURES  
Page -3-**

	Budget	Actual	Variance Favorable (Unfavorable)
<u>PUBLIC WORKS</u>			
Road Construction & Maintenance	60,000	15,442	44,558
<u>CULTURAL &amp; RECREATION</u>			
Library			
Library Appropriations	<u>7,500</u>	<u>7,457</u>	<u>43</u>
TOTAL EXPENDITURES	<u>432,966</u>	<u>221,844</u>	<u>211,122</u>

The Notes to Financial Statements are an integral part of these statements.

**PARK TOWNSHIP  
BALANCE SHEET  
FIRE/AMBULANCE FUND  
JUNE 30, 2004**

ASSETS

Cash	215,739	
Due from General Fund	<u>6,321</u>	
 TOTAL ASSETS		 <u><u>222,060</u></u>

LIABILITIES & FUND BALANCE

Liabilities		
Accounts Payable	3,500	
Due to General Fund	<u>59,128</u>	
Total Liabilities		62,628
 Fund Balance		 <u>159,432</u>
 TOTAL LIABILITIES & FUND BALANCE		 <u><u>222,060</u></u>

The Notes to Financial Statements are an integral part of these statements.

**PARK TOWNSHIP  
STATEMENT OF REVENUES, EXPENDITURES &  
CHANGES IN FUND BALANCE - SPECIAL REVENUE FUNDS  
FIRE/AMBULANCE FUND  
FOR THE FISCAL YEAR ENDED JUNE 30, 2004**

	<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
REVENUES			
Charges for Service	2,500	-	(2,500)
Interest	<u>8,246</u>	<u>346</u>	<u>(7,900)</u>
Total Revenues	10,746	346	(10,400)
EXPENDITURES			
Fire Department	100,000	102,200	(2,200)
Ambulance Department	<u>10,000</u>	<u>9,323</u>	<u>677</u>
Total Expenditures	<u>110,000</u>	<u>111,523</u>	<u>(1,523)</u>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(99,254)	(111,177)	(11,923)
OTHER FINANCING SOURCES (USES)			
Transfer (To) From Other Funds	<u>-</u>	<u>-</u>	<u>-</u>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES & TRANSFERS (TO) FROM OTHER FUNDS	(99,254)	(111,177)	(11,923)
FUND BALANCE - Beginning of Year	<u>270,609</u>	<u>270,609</u>	<u>-</u>
FUND BALANCE - End of Year	<u>171,355</u>	<u>159,432</u>	<u>(11,923)</u>

The Notes to Financial Statements are an integral part of these statements.

**PARK TOWNSHIP  
BALANCE SHEET  
STREET LIGHT FUND  
JUNE 30, 2004**

ASSETS

Cash	2,998	
Due from General Fund	<u>22</u>	
 TOTAL ASSETS		 <u><u>3,020</u></u>

LIABILITIES & FUND BALANCE

Liabilities		
None	-	
 Fund Balance	 <u>3,020</u>	
 TOTAL LIABILITIES & FUND BALANCE		 <u><u>3,020</u></u>

The Notes to Financial Statements are an integral part of these statements.

**PARK TOWNSHIP  
STATEMENT OF REVENUES, EXPENDITURES &  
CHANGES IN FUND BALANCE - SPECIAL REVENUE FUNDS  
STREET LIGHT FUND  
FOR THE FISCAL YEAR ENDED JUNE 30, 2004**

	<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
REVENUES			
Taxes	3,218	3,220	2
Interest	<u>24</u>	<u>11</u>	<u>(13)</u>
Total Revenues	3,242	3,231	(11)
EXPENDITURES			
Street Lights - Parkville	1,650	1,613	37
- Moorepark	750	695	55
- Thompson Lane	<u>750</u>	<u>723</u>	<u>27</u>
Total Expenditures	<u>3,150</u>	<u>3,031</u>	<u>119</u>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	92	200	108
FUND BALANCE - Beginning of Year	<u>2,820</u>	<u>2,820</u>	<u>-</u>
FUND BALANCE - End of Year	<u>2,912</u>	<u>3,020</u>	<u>108</u>

The Notes to Financial Statements are an integral part of these statements.

**PARK TOWNSHIP  
STATEMENT OF CHANGES IN ASSETS & LIABILITIES  
AGENCY FUND - TAX COLLECTION FUND  
FOR THE FISCAL YEAR ENDED JUNE 30, 2004**

	Balance Beginning of Year	Additions	Deductions	Balance End of Year
<u>ASSETS</u>				
Cash	-	2,400,470	2,391,452	9,018
<u>LIABILITIES</u>				
None	-	2,400,470	2,391,452	9,018

The Notes to Financial Statements are an integral part of these statements.

**PARK TOWNSHIP  
SUMMARY OF TAX COLLECTIONS & REMITTANCES  
TAX COLLECTION FUND  
FOR THE FISCAL YEAR ENDED JUNE 30, 2004**

	Roll	Collections	Delinquent
<u>COLLECTIONS</u>			
St. Joseph County - Operating	524,615	481,465	43,150
- Education	407,325	373,778	33,547
- State Education Tax	402,029	380,066	21,963
KRESA	17,254	16,293	961
KVCC	<u>15,963</u>	<u>15,074</u>	<u>889</u>
Total	1,367,186	1,266,676	100,510
School Districts			
Mendon Community Schools	309,521	291,207	18,314
Three Rivers Community Schools	561,604	494,754	66,850
Vicksburg Community Schools	<u>42,878</u>	<u>39,078</u>	<u>3,800</u>
Total School Districts	914,003	825,039	88,964
Industrial Facilities Tax			
State	135,976	118,825	17,151
County	59,098	36,325	22,773
Mendon Community Schools	21,162	13,725	7,437
Three Rivers Community Schools	9,158	8,924	234
Park Township	<u>7,066</u>	<u>5,136</u>	<u>1,930</u>
Total Industrial Facilities	232,460	182,935	49,525
Park Township			
Operating	77,374	71,105	6,269
Administrative Fee	23,595	21,445	2,150
Special Assessments	<u>3,220</u>	<u>2,431</u>	<u>789</u>
Total Township	104,189	94,981	9,208
Total Taxes	<u>2,617,838</u>	2,369,631	<u>248,207</u>
Interest & Other		1,053	
Delinquent IFT - 2002 Roll		19,951	
Dog Licenses		817	
Delinquent Personal Property Collected		<u>9,018</u>	
TOTAL COLLECTIONS - Forward		2,400,470	

The Notes to Financial Statements are an integral part of these statements.

**SUMMARY OF TAX COLLECTIONS &  
REMITTANCES  
TAX COLLECTION FUND  
Page -2-**

TOTAL COLLECTIONS - Forwarded	<u>2,400,470</u>
<u>REMITTANCES</u>	
State of Michigan	131,772
St. Joseph County	1,276,796
Mendon Community Schools	307,661
Three Rivers Community School	503,701
Vicksburg Community Schools	39,078
Park Township	101,079
Kalamazoo County	<u>31,365</u>
TOTAL REMITTANCES	<u>2,391,452</u>
Due to Other Governmental Units	9,018

The Notes to Financial Statements are an integral part of these statements.

# *Foote and Lloyd*

CERTIFIED PUBLIC ACCOUNTANTS  
TWO WEST MICHIGAN, SUITE 210  
BATTLE CREEK, MI 49017

TELEPHONE (269) 962-7518  
FAX (269) 962-7510

CHARLES W. FOOTE

\*DONALD L. LLOYD

GLEN C. SAUER

MEMBERS:  
AMERICAN INSTITUTE OF  
CERTIFIED PUBLIC ACCOUNTANTS  
-----  
MICHIGAN ASSOCIATION  
CERTIFIED PUBLIC ACCOUNTANTS  
-----  
\*FLORIDA INSTITUTE OF  
CERTIFIED PUBLIC ACCOUNTANTS

To the Supervisor and Board  
Park Township  
St. Joseph County, Michigan

This letter is being written in conjunction with the audit of the financial records of Park Township for the fiscal year ended June 30, 2004. We have forwarded the required copies of the audit to the state of Michigan along with the F-65 form.

Recommendation - we suggest that the names on the bank statements reflect the funds that they pertain to. This should increase the amount of your cash that is insured by the FDIC.

We are enclosing our journal entries and adjusting trial balance for Ron to use in his general ledger.

BUDGETS - Apparently some fire/ambulance expenditures were budgeted in the general fund and there might have been some problems with the budgeting for revenues between those two funds, also. Additional care should be exercised in this regard.

We wish to thank you for the opportunity of serving you again this year and for the cooperation and willing assistance we received from all contacted during the course of the audit. Please don't hesitate to call at any time should you have questions.

Very truly yours,

*Foote and Lloyd*

Certified Public Accountants

Battle Creek, Michigan  
June 1, 2005